

A Guide to the State of Illinois' IT Portfolio Management

What is the State's approach to IT Portfolio Management?

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There are two areas of focus for the State's Portfolio Management:

Portfolio Balancing



Translating the State's strategy into prioritized programs and projects and balancing the risk of project implementation against the value derived from that project.

Portfolio Oversight



Instituting regular 'checkpoints' at which performance of initiatives is reviewed to assess overall project health, and determining whether enterprise goals are being met.

What is an IT project?

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An IT project is a temporary endeavor designed to produce a unique product, service or result with a defined beginning and end. IT projects enable business processes, deploy analytics, process transactions, or create efficiency using automation.

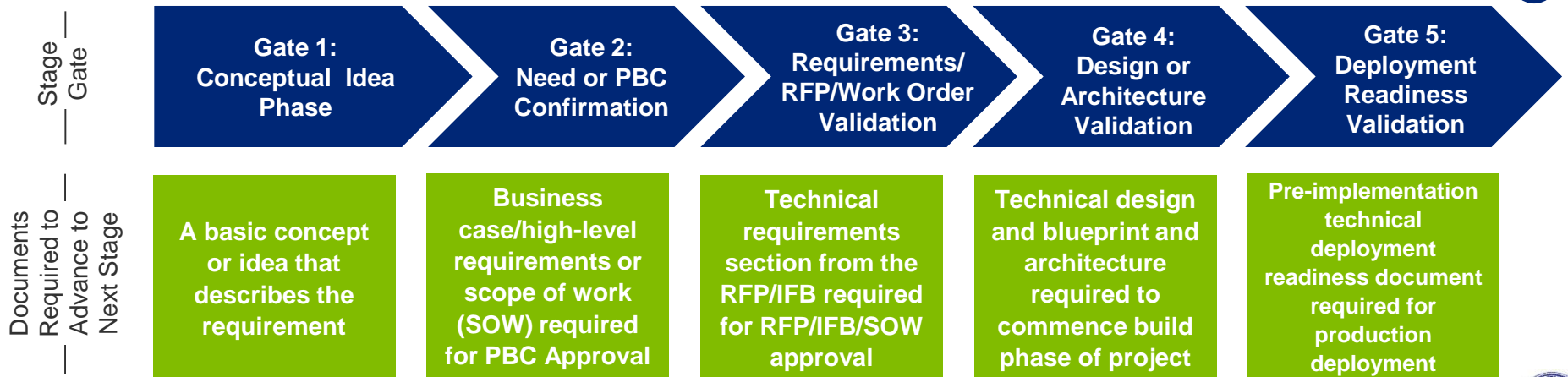
Is this activity a project and does it require a charter or governance?

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Example Activity	Charter?	Portfolio Management Initiated?
New Application/Technology Implementation	Yes	Depends on: costs, risks, criticality, and/or complexity
Development/Implementation of New Service	Yes	Depends on: costs, risks, criticality, and/or complexity
Provision of Existing Service	No	No
Development of New Standard	No	No
Ongoing Maintenance of Application	No	No

What is the process and what supporting documentation is needed?

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Frequently Asked Questions

Where do I submit project initiative requests?

To submit projects, use Enterprise Portfolio Management (EPM) portal at:

<https://gov2.portal.illinois.gov/sites/epm/Pages/Default.aspx>

What should I expect after submitting my initial project idea?

Expect an email response from the Enterprise Portfolio Management Office (ePMO) Team indicating the start of the review. The email will provide guidance on what documents or information is required from you (depending on the phase of the project). There will be a link to folders where all documentation can be uploaded.

How long does the initial review take?

Generally, reviews will be completed within 3 business days. Based on initial performance, we'll establish service level agreements (SLAs) on response times.

Does the ePMO Team have resources to help with project management?

In the short term, the ePMO does not have resources to support agency projects directly. It will support them through portfolio management and IT governance oversight. In the long term, it is anticipated the DoIT will have shared resources to allocate to agency projects.

Key Contact

Enterprise IT Governance Team:

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